

**CITY OF FRANKLIN  
PERSONNEL COMMITTEE MEETING MINUTES  
MARCH 20, 2006**

- I. The March 20th, 2006 Personnel Committee Meeting was called to order at 6:02 p.m. by Chair Brunner in the Hearing Room at City Hall.

Member present were Brunner, Wikel, Gumina, Green (arrived at 6:15 p.m.), Lewandowski, Alderman Hammelman, Alderman Sohns and Alderman Olson. Excused: Member Nichol. Also in attendance was Human Resource Coordinator Dana Zahn, Fire Chief James Martins, Assistant Fire Chief Lloyd Bertram, and Director of Health and Human Services Bill Wucherer.

- II. Citizen comment period

There were no citizen comments.

- III. Approval of minutes from special meeting of March 1st, 2006.

Motion by Member Lewandowski and seconded by Alderman Hammelman to approve the March 1st, 2006 minutes with the inclusion of Member Greens name in item IV. Motion carried: Ayes-All with Member Gumina and Alderman Sohns abstaining.

- IV. Approval of a Part-time Fire Inspector Position and Employees Agreement

Motion to approve the Employees Agreement with language changes (on #5, #6, #7 and supervisory changes on the job description) contingent on approval by Attorney Pirkey by Member Lewandowski and seconded by Member Gumina. Motion carried: Ayes All.

- V. Approval of Job Descriptions for the Director of Health and Human Services, Sanitarian, Public Health Nurse and Clinic Staff Nurse.

Motion by Alderman Olson and seconded by Alderman Sohns to approve the Job Descriptions for the Director of Health and Human Services, Sanitarian, Public Health Nurse and Clinic Staff Nurse. Motion carried: Ayes-All except Member Wikel who voted no.

- VI. Clarification of City's FMLA policy

Motion by Alderman Olson and seconded by Alderman Sohns to refer policy back to Attorney Pirkey to redraft in a more concise manner, to include Federal policy on a rolling calendar basis, notices required to change to a rolling calendar basis, and the intent to require the use of paid vacation/personal days before using unpaid days off. Motion carried: Ayes All.

- VII. Open Positions Report

No action needed

- VIII. Potential Methods for Training of Committee Members

No action needed

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- IX. Report on City's Workers Compensation History From Prior Years and Comparable Current Year Summaries with Surrounding Municipalities.

It was requested by Alderman Sohns to receive info on each injury claim in next months packet.

- X. Labor Contract Negotiations and Collective Bargaining Strategies and Guidelines. The Personnel Committee may enter closed session pursuant to §19.85 (1)(c) and (e), Stats, to consider negotiation and collective bargaining strategies and guidelines for agreements between the City of Franklin and Local No. 2, AFSCME District Council 48, Inspection Employees, and Public Works/Sewer and Water Employees; Franklin Police and Fire Department Clerical; and Franklin Police Officers Association, for competitive and bargaining reasons, and to reenter open session at the same place thereafter to act on such matters discussed therein as it deems appropriate.

No closed session was requested and no action was taken.

- XI. Potential Items for Future Meeting Agendas

1. WC injuries
2. Driving Records/Insurability
3. FMLA policy

- XII. Next Meeting Date – Monday, April 17th, 2006 at 6:00 p.m.

- XIII. Adjournment

At 7:28 p.m. Alderman Olson moved that the Committee adjourn. Member Lewandowski seconded the motion. Motion carried: Ayes-All.